

1. Call to Order

Mayor Jenny Halverson called the regular meeting of the City Council to order at 6:30 p.m.

2. Roll Call

Present: President Jenny Halverson
Commissioners John Bellows, Anthony Fernandez, Dave Napier, Bob Pace and Dick Vitelli

Absent: Commissioner Ed Iago had an excused absence

Also Present: City Manager, Ryan Schroeder
Community Develop Director, Jim Hartshorn
Asst. Manager and HR Director, Sherrie Le
Public Works Director, Ross Beckwith
Fire Chief, Mike Potts
Police Chief, Manila Shaver
Finance Director, Joan Carlson
Attorney, Korine Land
Recording Secretary, Shirley Buecksler

3. Pledge of Allegiance

4. Adopt the Agenda

The Council continued Item 10A, Zoning Ordinance Amendment, Section 153.029 Regarding Interim Use Permits – City of West St. Paul, to follow the next Planning Commission meeting and come back to the City Council for consideration on July 10, 2017.

The Council pulled Item F, Parks & Recreation Advisory Committee Appointments, from the Consent Agenda and placed it under Old business as Item B.

The Council pulled Item J, Consider Local Government Control – Resolution, from the Consent Agenda and placed it under New Business as Item D.

5. Open Council Work Session Briefing

Mayor Halverson gave an overview of the Open Council Work Session discussions held prior to this meeting. The Council discussed:

- 2016 Audit Presentation
-
- Renaissance Plan Review Process
- Robert Street Code Enforcement Work Plan
- The Proposed City Code Changes item was continued

6. Citizen Comments

Jay DeLaRosby, 386 Schletty Lane, discussed the annual bike rodeo.

Kevin Hendricks, 988 Seminole Avenue, talked about the river-to-river greenway trail.

Representative Rick Hanson, 1007 15th Avenue North, South St. Paul, discussed items from the legislative session. Mayor Halverson thanked Representative Hanson for his work on this.

7. Council Comments

Mayor Halverson talked about a clean-up event that will be happening at 210 Logan on Saturday at 8:00 a.m. Volunteers are welcome.

Chief Shaver said there were problems at 210 Logan and the City acquired the property. Counting on the community and staff to do clean-up work. Hoping the neighborhood will come down on Saturday morning from 8:00 a.m. to Noon. Bring your gloves and help us clean cupboards, floors and tear out carpeting.

Fernandez said he will also be there to help on Saturday.

Napier said that the Smith Avenue businesses encountered an issue with road closures this morning. Beckwith reviewed the Smith/Dodd project for those who are unaware of what is happening with construction work there. Bellows said to please keep in mind that businesses will still be open.

Vitelli thanked Chief Shaver for both his and his crew's work in West St. Paul. Vitelli said the Police force worked hard to help St. Paul Police to capture suspects. He also said that a citizen wrote about the good work of officers helping a vision-impaired citizen.

Mayor Halverson commended Officer Rollins.

Chief Shaver said Officer Rollins caught three of the four suspects and the fourth was caught later.

Bellows reminded everyone to please be aware of trucks coming and going during construction.

8. Proclamations, Presentations and Recognitions

A. Accept Donations from SRSBA - Robert Street Flags and 2017 Winter Fun Fest

Donations were made to various city programs and departments. The South Robert Street Business Association continues their impressive record of donations to the City. This time they are making two donation:

- 1) The first donation is \$3,000 toward the cost of American flags for Robert Street.
- 2) The second donation is \$1,807 toward the cost of the 2017 Winter Fun Fest held in February.

Bellows moved, Vitelli seconded, to graciously accept the donations, as presented, and adopt Resolution No. 17-38 accepting the two donations as outlined above. All members present voted aye. Motion carried.

9. Consent Agenda

- A. 2016 Audit and Annual Financial Reports
- B. List of Claims for June 12, 2017
- C. Regular City Council and Work Session Meeting Minutes of May 22, 2017
- D. Resolution 17-41 for Committee Application Review and Appointment Process
- E. Environmental Committee Appointments & Committee Reduction by Resolution
 1. Resolution No. 17-40 – Reducing the Environmental Committee Membership from Nine to Seven Members
 2. Appointments
- F. (Moved to Old Business, Item B)
- G. Declare Public Works 50Kw Generator as Surplus and Authorize Disposal
- H. City Business and Liquor Licenses
- I. Rental Licensing
- J. (Moved to New Business, Item D)

Vitelli moved, Bellows seconded, to approve the Consent Agenda items listed above, as presented. All members present voted aye. Motion carried.

10. Public Hearing

A. Zoning Ordinance Amendment, Section 153.029 regarding Interim Use Permits – City of West St. Paul

This agenda item, as well as the Public Hearing, has been continued to July 10, 2017.

B. Final Reading - Ordinance 95.04 Amendment for Ice and Snow Removal

The City Council heard and approved the first reading of an ordinance amending Section 91.06 of the city code regarding ice and snow removal at the May 22, 2017 meeting. The Council ordered a Public Hearing for June 12, 2017 which was publicly noticed.

The current West St. Paul ordinance 95.04 for Ice and Snow Removal states:

- Sidewalks will be the responsibility of the property owner to keep clear of snow and ice.
- Trails will be the responsibility of any adjacent business or light industrial property to keep clear of snow and ice. If the trail is adjacent to residential property then the City will keep it clear of snow and ice.

Under the current ordinance, on a given block with mixed commercial, light industrial and residential, the City would be leap frogging down the trail with snow removal only adjacent to the residential properties. In reality, Public Works staff continues down the trail as it would be more difficult to actually skip certain sections. Nonetheless, the current ordinance does put the responsibility of ice and snow removal on the commercial and light industrial properties.

The amended ordinance should be easier for everyone to remember, as well as keep things more efficient from a snow and ice removal operation. Sidewalks will remain the property owner's responsibility and trails will be the City (or County if it's a regional trail) responsibility. This change will not impact the County's current operation and will add a minimal amount of trail to the City's route each snow and ice event.

Mayor Halverson opened the Public Hearing at 7:04 p.m. Seeing no one wishing to speak, Mayor Halverson closed the Public Hearing at 7:04 p.m.

Vitelli moved, Bellows seconded, to adopt Ordinance No. 17-06 – An Ordinance Amending Section 95.04 of the West St. Paul City Code Regarding Ice and Snow Removal. All members present voted aye. Motion carried.

11. New Business

A. First Reading - Zoning Ordinance Amendment, Sections 153.004 & 153.188 Regarding Automotive Detailing in the B4 District

As discussed at the May 8, 2017 City Council meeting, Staff has drafted the attached ordinance to allow Automotive Detailing in the B4, Shopping Center District through a Conditional Use Permit. The draft amendment (see attached) includes the addition of a definition for Automotive Detailing in Section 153.004 (Definitions Section of the Zoning Ordinance) and requiring that the Use be setback a minimum of 400 feet from Robert Street and that the operation not front Robert Street.

In an attempt to streamline the process, Staff has scheduled the first reading ahead of the Planning Commission review. The Planning Commission will be reviewing the proposed amendment at their June 20, 2017 meeting.

Halverson said she has one concern and that is, when this item was brought before the Work Session, she wanted to be sure this will not front Robert Street. Hartshorn said it significantly states that it will not front Robert Street.

Vitelli moved, Napier seconded, to approve the first reading of an ordinance to amend Sections 153.004 and 153.188 to allow Auto Detailing in the B4 district as presented. A Public Hearing will be held at the June 26, 2017 City Council meeting. All members present voted aye. Motion carried.

B. First Reading - Ordinance Amendment for Section 50.08 Regarding Discharge of Prohibited Clear Water Drainage

The City of West St. Paul is currently engaged in a program intended to ensure that clear water does not end up in the sanitary sewer system. At the June 13, 2016 City Council meeting, Ordinance 50.08 was amended and has since been implemented. Since inception, a few minor issues have been noted and this new ordinance amendment is intended to clean up a few of these issues.

The main change will be to add language which requires anyone with an active sump pump draining directly into the sanitary sewer to correct the violation within 30 days of notice. Staff is finding such instances in our street reconstruction areas where inspections are required, but corrections are not until the point of sale. At one property, for example, it is estimated that over 10,000 gallons per year are being discharged directly into the sanitary sewer. The current ordinance does not have language to require the immediate correction of this problem.

The amended ordinance cleans up verbiage which is no longer relevant or needs to be clarified.

Napier moved, Vitelli seconded, to approve the first reading of the amended ordinance for discharge of prohibited clear water drainage, as presented. A Public Hearing will be held at the June 26, 2017 City Council meeting. All members present voted aye. Motion carried.

C. Approve Joint Powers Agreement with Dakota County for Wentworth Avenue Reconstruction Project #17-7

In 2019, Dakota County will be reconstructing Wentworth Avenue from Delaware Avenue to Livingston Avenue. In order to meet that timeline, Dakota County has a consultant on board from Bolton & Menk, Inc. to begin preliminary design. This project will require right-of-way acquisition, which will begin in late 2017. The close proximity to ponds and wetlands also makes expansion more difficult. The new

roadway will be an urban section with curb and gutter and a trail on one side with the possibly of a sidewalk on the other. The road will likely remain two lanes wide plus a paved shoulder; however, additional turn lanes may be included at intersections if traffic studies show they are justified. Public involvement will begin this year with the first open house likely in the fall.

There are houses along this stretch of Wentworth Avenue, which are currently on septic systems, as there is no sanitary sewer in the street. The City is intending to add sanitary sewer mainline in the roadway where it is needed. Services would be run to the property line for mandatory future hook-up by the residences.

The City Attorney has reviewed the Joint Powers Agreement.

Motion by Vitelli, seconded by Napier, to approve the Joint Power Agreement with Dakota County for the Wentworth Avenue Reconstruction Project #17-7, as presented. All members present voted aye. Motion carried.

D. Consider Local Government Control - Resolution Supporting Local Decision-Making Authority

The League of Minnesota Cities has historically supported the principle of local control, and opposes threats to local control at federal and state levels. League legislative policy SD 2 states that "City government most directly impacts the lives of people and, therefore, local units of government must have sufficient authority and flexibility to meet the challenges of governing and providing citizens with local services." A core value of the League is that locally elected decision-makers are in the best position to determine what health, safety and welfare regulations best serve their constituents.

Several bills introduced during the 2017 legislative session collectively serve to undermine Minnesota's robust City-State partnership. This historic principle is based upon a shared vision and must allow communities and locally elected officials to tailor that vision to the unique needs of their citizens. Cities use a comprehensive, legal, and open process to develop ordinances. Through this process, they often serve as laboratories for public policy. Obstructing this authority will impede innovation that has proven to result in statewide benefits.

Bellows commented that this is one of the situations where citizens have a greater opportunity to speak on an issue if the City has control. He added that the best way to deal with issues in the locality are on the local level.

Vitelli moved, Fernandez seconded, to adopt Resolution No. 17-39 Supporting Local Decision-Making Authority. All members present voted aye. Motion carried.

12. Old Business

A. Approve City Requests to the Dakota County Capital Improvements Program

Every year Dakota County updates their Capital Improvement Program (CIP). Cities are solicited to provide recommendations to the County's CIP for road and trail improvement projects. Requests to Dakota County's 2018-2022 CIP are:

1. Mill and Overlay of Delaware Avenue (County Road 63) from Marie Avenue to Dodd Road (2018). This will include repair/replacement of sanitary and storm sewer structures/castings, as necessary.
2. Mill and Overlay of Butler Avenue (County Road 4) from Delaware Avenue (County Road 63) to Robert Street (2018). This will include repair/replacement of sanitary and storm sewer structures/castings, as necessary.
3. Reconstruction of Wentworth Avenue (County Road 8) from Delaware Avenue (County Road 63) to Livingston Avenue, including a trail on at least one side (2019).
4. Roundabout at Oakdale Avenue (County Road 73) and Thompson Avenue (County Road 6) (2021). County will apply for federal funding.
5. Trail along east side of Oakdale Avenue (County Road 73) from Mendota Road to Wentworth Avenue (County Road 8) (2019).
6. Trail along Thompson Avenue (County Road 6) from Robert Street to Oakdale Avenue (County Road 73). Timeline and placement will be dependent on the redevelopment of the golf course.
7. River to River Greenway crossing of Robert Street. Crossing would be influenced by the redevelopment of the golf course property and in conjunction with the trail along Thompson Avenue (2018).

Halverson asked about the possibility of including some pedestrian signage or crossing for bikes and pedestrians. Vitelli and Bellows agreed that this is necessary.

Bellows said that the River to River Greenway crossing of Robert Street would also be influenced potentially by Town Center. He would like to see it amended to include a reference to the influence by the development of Town Center east and west of Robert Street.

Bellows moved, Fernandez seconded, to approve the recommended project request for Dakota County's consideration into their 2018-2022 Capital Improvement Plan (CIP). All members present voted aye. Motion carried.

B. Parks and Recreation Advisory Committee Appointments

The Park and Recreation Advisory Committee consists of seven members serving rotating two year terms that are ward specific with two members from each ward and one at-large member. ExOfficio members include City Council Liaison Dave Napier, and Staff Advisor, Assistant Park and Recreation Director Dave Schletty. This committee has one vacancy from Ward 1 and two reappointments. The two current members serving on this committee and seeking reappointment are:

<u>Committee Member</u>	<u>Ward</u>	<u>Term Expires</u>
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Bonnie Bellows	3	March 2017	Reappointment
Dave Lynch	3	March 2017	Reappointment

The applications received by Staff of individuals interested in serving on this committee are attached. One new appointment for Ward 1 should be considered for the Park and Recreation Advisory Committee.

At the May 9, 2017 Parks & Recreation Advisory Committee meeting, members reviewed the six applications from Ward 1 residents seeking appointment to this committee. Staff announced to members that one of the applicants, Carol Hall, was already being recommended for appointment to the Environmental Committee. After discussion of each applicant, the four committee members listed their top three recommendations, in order. The result of the vote was as follows:

- Jay DeLaRosby (3) 1st place votes
- Rachael McNamara (1) 1st place vote, (1) 2nd place vote, and (2) 3rd place votes
- Samantha Green (2) 2nd place votes and (1) 3rd place vote
- Cass Wendandt (1) 2nd place vote
- Timothy Tabor (1) 3rd place vote
- Carol Hall (0) votes

Members voted to recommend that Jay DeLaRosby be appointed for the Ward 1 vacancy on the Parks and Recreation Advisory Committee.

Vitelli moved, Fernandez seconded, to reappoint Bonnie Bellows and Dave Lynch. Bellows abstained; all other members present voted aye. Motion carried.

Napier moved, Vitelli seconded, to accept the recommendation for Jay DeLaRosby. Bellows commented that it is unclear from the materials what values were placed upon the votes for first, second and third in this process and the intent of those making recommendations. For this reason, Bellows said he votes no.

Discussion:

John Margot, Environmental Commission, addressed the Council.

Vote:

2 ayes/3 nays (Bellows, Fernandez, Pace opposed). Motion failed.

Fernandez moved, Pace seconded to nominate Rachael McNamara.

Discussion:

Halverson believes the City has adopted a good plan for these appointments to make sure it is fair and clear.

Bellows said he will vote no because he doesn't believe the process is being followed.

Halverson said she will allow some testimony from the audience.

Tom Edwards, 1386 Charlton Street, addressed the Council.

Vote:

3 ayes/2 nays (Bellows, Napier opposed). Motion failed.

Discussion:

Napier asked that the Park and Recreation Commission reconsider how they are processing candidates or push forward three names that they recommend. This needs to come back.

Vitelli suggested that the Ward member make the recommendation.

Napier said he thinks there is so much value on the current commission members who give their time. He said we are not all at those meetings and we don't know where they need a candidate with specific experience. Napier said he believes the committee has the right to give their recommendations. Halverson agreed and said the length of time it is taking is frustrating but we could come up with something that is good and fair.

Matthew Schempp, 944 Ottawa Avenue, addressed the Council and asked for clarification on Bellows' contention.

Bellows clarified that it is unclear in the way the Commissioners placed value and said he cannot make an informed choice as to what the Committee really wanted. He said he is trying to be consistent.

Mr. Schempp asked Napier about recommendations and said it appears the Committee had a separate vote. Halverson said the issue is that it may not be entirely clear.

Halverson added that she would like to see people engaged in the community.

Mike Petrasek, Park and Recreation Commission Chair, addressed the Council and said it is the intent of the Park and Recreation Commission to move Jay DeLaRosby forward. Chair Petrasek said that Mr. DeLaRosby met all of the qualifications.

Halverson asked if there is any desire to reconsider Mr. DeLaRosby, now that there is clarification from the Chair. Bellows said no and that he is not satisfied with the answer of the Chair and would prefer a report from the Committee.

Vitelli asked Chair Petrasek which Commissioner voted against; Chair Petrasek said Bonnie Bellows voted against the nomination. Bellows was offended by the

audience's reaction and objected to the notion that there may have been some kind of influence as to why he voted no.

Tom Edwards addressed the Council again and requested to table the discussion.

Attorney Land advised the Mayor that the only people who can make motions are members of the Council. She also advised that the audience is only authorized to speak as the Mayor chooses.

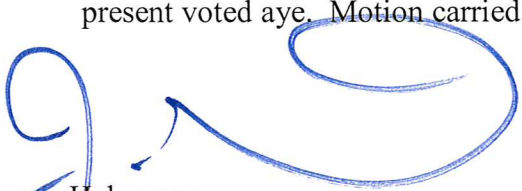
Halverson said this item will be continued, open and considered.

Bellows moved, Fernandez seconded, to reconsider Rachael McNamara. All members present voted aye. Motion carried.

Bellows moved, Fernandez seconded, to approve Rachael McNamara. Motion passed 4 ayes/1 nay (Napier opposed).

13. Adjourn

Vitelli moved, Fernandez seconded, to adjourn the meeting at 7:52 p.m. All members present voted aye. Motion carried.



Jenny Halverson
Mayor
City of West St. Paul

On Motion of

Seconded by

CITY OF WEST ST. PAUL
DAKOTA COUNTY / STATE OF MINNESOTA

RESOLUTION NO. 17-38

RESOLUTION ACCEPTING DONATIONS

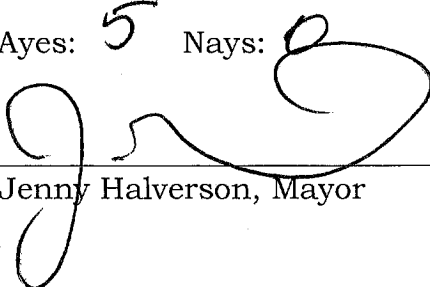
WHEREAS, the South Robert Street Business Association has donated \$3,000 toward the cost of American flags for Robert Street; and

WHEREAS, the South Robert Street Business Association has donated \$1,807 toward the cost of the 2017 Winter Fun Fest; and

WHEREAS, the Mayor and City Council acknowledges the South Robert Street Business Association for their generosity and extends the City's appreciation for their donations;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council accepts the above described donations and authorizes the staff to expend these funds in the manner described by the organization.

Adopted by the City Council of the City of West St. Paul this 12thth day of June, 2017.

Ayes: 5 Nays: 0


Jenny Halverson, Mayor

Attest: 

Chantal Doriott, City Clerk

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. -17-39

RESOLUTION SUPPORTING LOCAL DECISION-MAKING AUTHORITY

WHEREAS, local elected decision-makers are in the best position to determine what health, safety and welfare regulations best serve their constituents; and

WHEREAS, just like state legislative leaders, local elected officials are held accountable through Minnesota's robust elections process; and

WHEREAS, ordinances at the local level are enacted only after a comprehensive, legal and open process; and

WHEREAS, local units of government are required to publish notices about meetings where policies will be discussed and decisions will be made; and

WHEREAS, under the state's Open Meeting Law, public policy discussions and decisions must occur in meetings that are accessible to members of the public; and

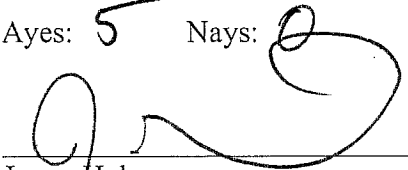
WHEREAS, cities are often laboratories for determining public policy approaches to the challenges that face residents and businesses; and

WHEREAS, preservation of local control in Minnesota has yielded statewide benefits such as the 2007 Freedom to Breathe Act, an amendment to the Minnesota Clean Indoor Air Act; and

WHEREAS, more than two dozen bills that restrict local decision-making have been introduced in 2017 to date.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST ST. PAUL, MINNESOTA that this Council supports local decision-making authority and opposes legislation that removes the ability for local elected officials to respond to the needs of their businesses and constituents.

ADOPTED by the West St. Paul City Council this 12 day of June, 2017.

Ayes: 5 Nays: 0


Jenny Halverson
Mayor

Attest:



Chantal M. Doriott
City Clerk

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. 17-40**

**RESOLUTION REDUCING THE NUMBER OF MEMBERS ON THE
ENVIRONMENTAL COMMITTEE**

WHEREAS, the City of West St. Paul desires to have a committee to be advisory to the City Council on issues related to improving the quality of the environment; and

WHEREAS, the purpose and responsibility of the Environmental Committee would be to provide the residents of West St. Paul with opportunities to bring a comprehensive perspective to greening, sustainability, and beautification issues. A comprehensive perspective will include, but is not limited to improving the quality of the environment, adding to the beautification and aesthetics of the City, addressing issues that affect the City's natural resources, providing environmental education to the public, advising the City Council on issues concerning City property and advocating the benefits and necessity of West St. Paul's natural resources.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby establishes the Environmental Committee with the following rules:

ESTABLISHMENT

The Environmental Committee is hereby established to be advisory to the City Council and will have the powers and duties stated below.

MEMBERSHIP

The Committee will consist of 10 members – 7 voting members and 3 ex-officio members. Six residents and one high school student (or a West St. Paul resident) will make up the 7 voting members, who will be appointed by the City Council, with a concerted effort toward equal ward representation. One member from the City Council, the Planning Commission and the Park and Recreation Advisory Committee shall be ex-officio members of the Committee, without the right to vote. It is recommended that the City Council member be from the Public Works Committee.

TERMS OF OFFICE

Members shall serve for a term of three years, with the exception of the high school student, if any, who shall serve a one-year term. Members shall be limited to serving a maximum of three consecutive terms. Members will hold offices until their successors are appointed and qualified. Vacancies during terms will be filled for the unexpired portion of the term. The terms of the ex-officio members will correspond to their respective official tenures.

OFFICERS

The Committee will elect a chair and vice-chair from among its members for a term of one year, and may create such other offices as it deems necessary.

MEETINGS AND ORGANIZATION

The Committee will hold monthly meetings to transact its business. The Committee meetings will be open to the public and notice of such meetings will be given as prescribed by statute. It will adopt rules for the transaction of business. For the purpose of making recommendations to the City Council, the Planning Commission or any other committee of the City of West St. Paul, a quorum is required, which is a majority of all the voting members of the Committee. Reports and resolutions submitted by the Committee to the City Council, Planning Commission or any other committee will show the vote by roll call adopting the report or resolution. The Committee will keep a record of its recommendations and presentations.

STAFF

The Committee will receive the staff services of the City Engineer or a designated representative.

ABSENCE OF MEMBERS

The chair of the Committee will notify the Council when a member has two consecutive unexcused absences from the regular Committee meetings. Upon receipt and acknowledgment of such notice by the Council, the office of that member will be considered vacant.

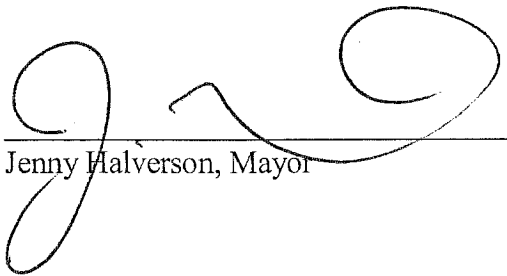
POWERS AND DUTIES

The Committee shall have the following powers and duties:

1. To perform fact-finding tasks as requested by the Council, Commissions or Committees.
2. To act in an advisory capacity to the City Council, Planning Commission or other West St. Paul committees as the Council deems appropriate.

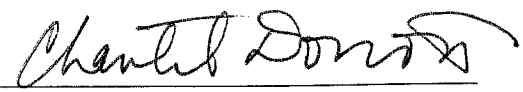
3. To cooperate and create liaisons with other governmental agencies, community organizations, private sector businesses, non-profits, educational, and civic groups to foster cooperation.
4. To develop and maintain a long term urban forestry plan.
5. To maintain a City website presence that informs citizens about issues in the City of West St. Paul and other jurisdictions.
6. To recommend sustainable and environmentally sound practices and sponsor seminars for the same including lawn care, rain gardens, native plantings, housing and consumption.
7. To review City facilities and practices for environmentally sound and sustainable best practices including rain gardens, erosion control and native plantings.
8. To sponsor community training and education opportunities.
9. To research and apply for grants and funding opportunities.
10. To promote the general welfare of the City.
11. To appoint subcommittees. The Committee may enlist the assistance of people or organizations that are not members of the Committee. The Committee does not have the power to make contracts, levy taxes, or spend or borrow money.
12. Others as set by the Council and Committee.

Passed this 12th day of June, 2017.



Jenny Halverson, Mayor

Attest:



Chantal Doriott, City Clerk

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 17-41

**A RESOLUTION CONFIRMING THE CITY OF WEST ST. PAUL
COMMITTEE APPOINTMENT PROCESS**

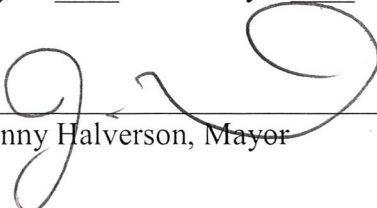
WHEREAS, the West St. Paul City Council approves of the following process for appointment of individuals to various City Advisory Committees and Commissions;

- 1) Throughout the year staff solicits applications through the website, city newsletter and social media for those interested in the Environmental Committee, Parks & Recreation Advisory Committee, Planning Commission and Charter Commission.
- 2) Applications are received by the city clerk, through the website and or in-person, and saved throughout the year.
- 3) In January the clerk reviews committee vacancies with the appropriate staff liaison in charge of the committee.
- 4) The clerk prepares a packet which includes the following committee information:
 - a. List of current and expiring members with contact information, ward and term(s) served.
 - b. Copies of all applications received for interest in that particular committee.
- 5) The clerk sends the packet to the Committee staff liaison for review at the next committee meeting.
- 6) Committee members review the applications and consider what projects or programs they will be working on and how an applicant will best be able to serve through their interest, expertise, current ward, terms served, community service and other information.
- 7) The Committee makes a recommendation to the Council, via the Council liaison and staff person, at the last March meeting or as needed.
- 8) Clerk emails this information to Mayor and Council, under separate cover, at least 2-4 weeks prior to considering appointment, if possible. The Council also receives the application packet that was originally sent to the committee members and any notes taken during review of the applications at the committee meeting.
- 9) The Council considers the committee recommendation and makes appointment(s) to begin in notifies those who were considered and/or appointed with the appropriate letter of acknowledgement.

NOW THEREFORE BE IT RESOLVED that the West St. Paul City Council approves of the process outlined above for appointment of public members to various City Advisory Committees and Commissions.

Passed and adopted by the City Council of the City of West St. Paul on the ^{12th}~~26th~~ day of June, 2017.

Ayes: _____ Nays: _____



Jenny Halverson, Mayor

Attest:



Chantal Doriott, City Clerk

**ORDINANCE NO. 17-05
CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING SECTION 95.04 OF THE WEST ST. PAUL CITY CODE
REGARDING ICE AND SNOW REMOVAL**

The City Council of West St. Paul does ordain:

SECTION 1. West St. Paul City Code Section 95.04 relating to ice and snow removal is—
hereby amended as follows:

§ 95.04 ICE AND SNOW REMOVAL.

(A) General rule.

(1) *Sidewalks.* The owner or occupant of any property adjacent to a public sidewalk must use due diligence to keep the entire sidewalk free from environmental hazards and safe for pedestrians. No owner or occupant may allow ice or snow to remain on the sidewalk longer than 12 hours after its deposit. Ice and snow remaining on a public sidewalk longer than 12 hours is a public nuisance.

(2) *Trails.* The City or County will clear ice and snow from all trails.

(B) *Notice.* The city will serve notice upon the owner and occupant ordering that the ice and snow be removed within 24 hours. Notice must be served pursuant to Chapter 94.

(C) *Removal and assessment.* Following service of the notice, if the owner or occupant fails to comply, the city may remove the nuisance and assess the costs pursuant to Chapter 94.

(D) *Deposit on public street.* It is unlawful for any person to deposit or cause to be deposited snow from private property or right-of-way onto a public street.

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

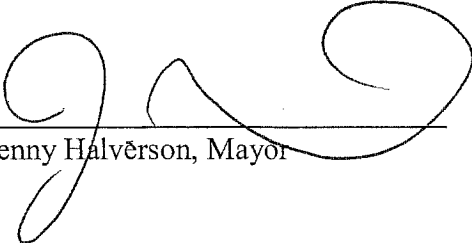
The ordinance clarifies the responsibility for ice and snow removal on sidewalks and trails. The owner or occupant of any residential or commercial property are responsible

for clearing ice and snow from adjacent sidewalks. The City is responsible for clearing ice and snow from all trails.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publication according to law.


Passed this 12 day of June, 2017.

Ayes: 5 Nays: 0



Jenny Halverson, Mayor

Attest:



Chantal Doriott, City Clerk